



Permit # _____

Application for Street Tree Planting Permit

Street Location: _____

Planting Location: _____

Date Work to Begin: _____ Date Work to be Completed: _____

(Requires five (5) working days' notice for approval by City.)

<u>Type of Tree</u>	<u>Quantity</u>
_____	_____
_____	_____
_____	_____
_____	_____

Have the utilities within the public right-of-way been located, call 1-800-292-8989? Yes _____ No _____

Utilities shall be located prior to submitting this permit application. Utility Locate Permit # _____

After the utilities have been located, has the proposed tree location been staked? Yes _____ No _____

Proposed tree(s) shall be staked prior to submitting this permit application.

Additional Information: _____

The applicant identified on this permit application warrants that they have reviewed and are familiar with the provisions of Chapter 166 of the Municipal Code, and will defend, indemnify, protect, and save harmless the City and its employees from any and all liability from any claim or cause of action which any person may have or claim to have by reason of any actual or alleged failure on the part of the undersigned to comply with the terms and provisions thereof.

Permit Stipulations: In accordance with current Standard Specifications for Street and Utility Improvements. This permit will be valid for 30 days after date issued.

Signature of Applicant: _____ Date: _____

Name of Applicant: _____

Address: _____

Home Phone: _____ Work Phone: _____

- FOR OFFICE USE ONLY -

Approval For Street Tree Planting

Preliminary Approval By: _____ Date: _____

Final Approval By: _____ Date: _____

City of Ankeny
Public Works Department
Operations Division

Street Tree Planting Permit Process

Any individual, business or corporation intending to plant a tree, shrub or other planting within the public right-of-way, shall obtain approval from the City of Ankeny prior to any work occurring. A street tree planting permit shall be submitted by the property owner to the City, and the permit shall be approved by the Public Works Department's Operations Division prior to any work related to the planting of the tree within the public right-of-way.

The process involved in obtaining a Street Tree Planting Permit is as follows:

1. Prior to submitting a Street Tree Planting Permit Application:
 - a) Select the desired species of tree for planting from the "Recommended Trees for Street Right-of-Way" list on the following page.
 - b) No more than 20% of one species of tree should be planted along one block.
 - c) Determine the planting location based upon the City of Ankeny's planting location regulations.
2. City of Ankeny's Planting Location Regulations:
 - a) Only trees on the "Recommended Trees for Street Right-of-Way" list or specifically authorized by the Public Works Administrator shall be planted.
 - b) Trees shall be a minimum of 1-1/4" to 1-1/2" in diameter, measured 6" above the existing ground surface.
 - c) Trees shall be located a minimum of 6' from the curb line; a minimum of 30' from the corner of the curb at intersections or a minimum of 10' from the edge of a residential driveway. Trees shall be planted a minimum of 20' from driveways of commercial, industrial or institutional properties connecting to a public street.
 - d) Trees shall not be planted closer than 15' to a standard or light pole. Trees shall be planted in such a manner to avert interference with, or obstruction of any improvements installed for public betterment such as street signs, fire hydrants, overhead utility wires, street light or utility poles.
 - e) Trees will be spaced a minimum of 25' from another tree, except along arterial and collector streets where buffering from noise is appropriate; in which case, trees may be located so as to provide a continuous buffer with the proposed spacing subject to approval by the City. Smaller species of trees may be spaced to a minimum of 20' when approved by the Public Works Administrator.
 - f) No tree shall be planted within the public right-of-way if the parking area is less than 9' in width.
3. Prepare a drawing/plan of the public right-of-way and include where the proposed tree is to be planted, sidewalks, street and driveway. Place a wood stake in the location of where the proposed tree(s) are intended to be planted.
4. **Call Iowa 1-Call at 1-800-292-8989 to locate the utilities within the public right-of-way where tree(s) are proposed to be planted. Iowa 1-Call will provide you with a locate number that shall be listed on the permit.** This call is required for approval of the Street Tree Planting Permit. After the locates have been made, restaking the proposed tree(s) location may be required.

5. Mail or submit planting plan, along with the Street Tree Planting Permit Application, to the Public Works Administrator at the Public Services Building, 220 W. First St., Ankeny, Iowa 50023, or fax the information to 963-3535.
6. A “white” City of Ankeny flag will be placed within the public right-of-way when preliminary approval has been given by the Public Works Department’s Operations Division to plant the tree(s). The property owner applying for the permit will be notified of any changes to the permit. After preliminary approval is provided, the proposed tree(s) may be planted.
7. After the tree(s) have been planted, the property owner shall contact the Public Works Administrator at 963-3525 for final approval. For final approval, the Public Works Administrator will review the planted tree and notify the property owner if there are any issues.
8. It shall be the responsibility of the property owner to prune, care for, and maintain any tree within the public right-of-way that abuts their property. Tree branches shall be maintained such that the branches are at least 15’ above the street and 8’ above the surface of the sidewalk.

Recommended Trees for Street Right-of-Way

Overstory Trees - Medium to Large Trees

Norway Maples	Pacific Sunset Maple	Sugar Maples
Crimson King Maple	Red Sunset Maple	Autumn Blaze Maple
Turkish Filbert	Freeman Maple	Scarlet Jewel Maple
State Street Maple	Skyline Honey Locust	Northern Acclaim Honeylocust
American Elm	Japanese Elm	Wilson Elm
American Lindens	Harvest Gold Linden	Littleleaf Lindens
Swamp White Oak	Red Oak	Bur Oak
White Oak	Callery Pear	Cleveland Select Pear
Hackberry	Kentucky Coffeetree	Ginko

Understory Trees - Medium to Small Trees

Pauls Scarlet Hawthorn	Purpleblow Maple	Japanese Lilac Tree
Washington Hawthorn	Pagoda Dogwood	Blackhaw Viburnum
Winter King Hawthorn	Amur Maple	Redbud

Flowering Crabs

Adirondack	Centurion	David
Donald Wyman	Doubloons	Harvest Gold
Henning	Madonna	Moten Lava
Prairiefire	Profusion	Red Jewel
Red Splendor	Royal Raindrops	Sentinel
Snowdrift	Spring Snow	Sugar Tyme
Velvet Pillar	White Angel	Winter Gold

Prohibited Trees

Ash	Weeping Willow	Silver Maples
Cotton Wood	Spruce, Pines and Conifers	All Fruit Bearing Trees
Bradford Pear		